



City and Borough of Wrangell
Parks and Recreation Advisory Board
AGENDA

Wednesday, January 20, 2021
5:30 PM

Location: VENUE

Parks and Recreation Meeting
5:30 PM

Join Zoom Meeting

<https://zoom.us/j/95432681295?pwd=RGxxWWhUQlh6bmJ2MzZ4M0ZOM0p5Zz09>

Meeting ID: 954 3268 1295

Passcode: 130691

One tap mobile

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PUBLIC WORKSHOP

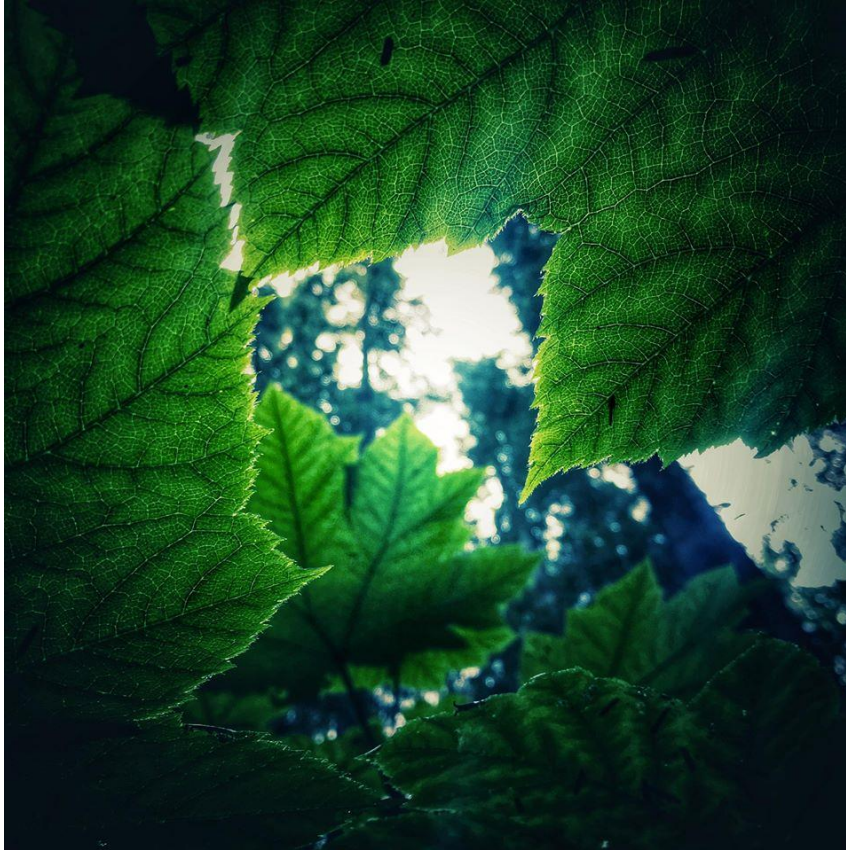
[a.](#) Saturday Operating Hours and Aquatics Activity

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **AMENDMENT TO AGENDA**
4. **APPROVAL OF MINUTES**

[a.](#) Parks & Recreation Advisory Board meeting minutes attached from December 9th, 2020.

5. **CORRESPONDENCE**
6. **PERSON'S TO BE HEARD**

7. **BOARD MEMBER REPORTS**
8. **DIRECTOR'S REPORT**
 - a. Oral reported provided by P&R Director, Kate Thomas
9. **FACILITY MAINTENANCE REPORT**
 - a. Oral reported provided by P&R Director, Kate Thomas
10. **UNFINISHED BUSINESS**
 - a. Staff Handbook (Discussion & Approval)- Tabled until February
11. **NEW BUSINESS**
 - [a.](#) Facility Operating Hours (Board Discussion & Recommendation)
12. **ADJOURN**



- FACILITY USE REPORT
- SATURDAY OPERATING HOURS AND AQUATICS ACTIVITY
- PROPOSED OPTIONS TO ENCOURAGE MORE SUSTAINED USE THROUGH THE WEEKEND



Facility use in 2020 is down 50% from that of 2019

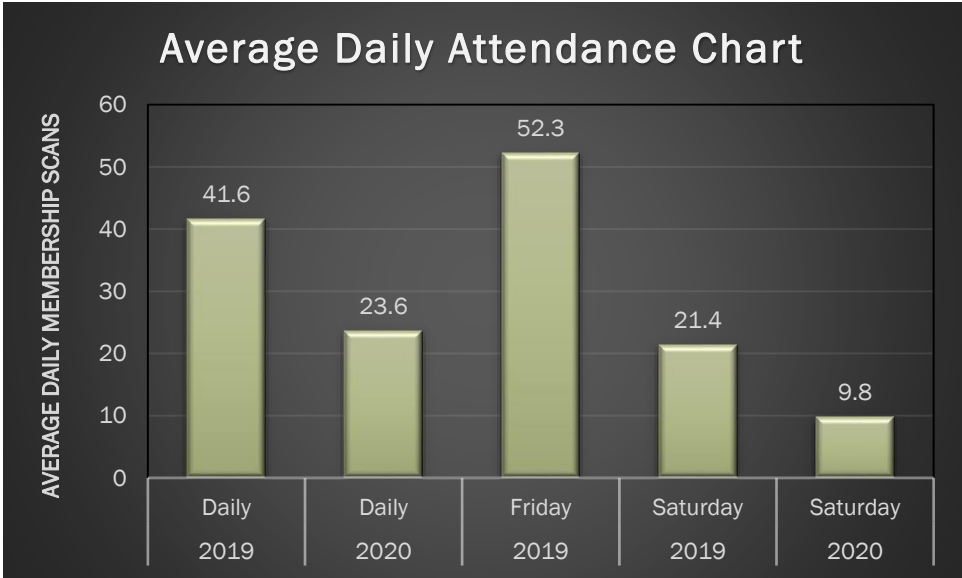
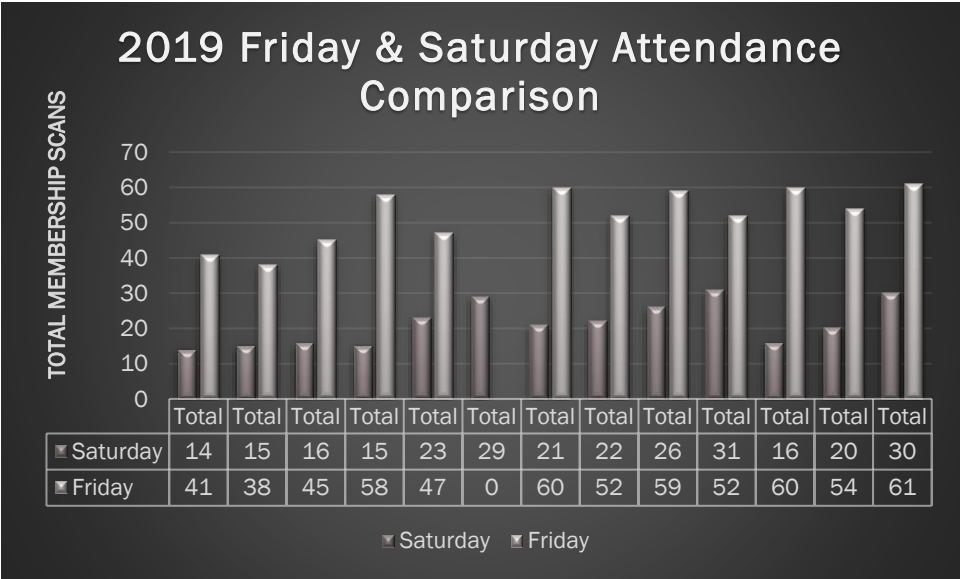
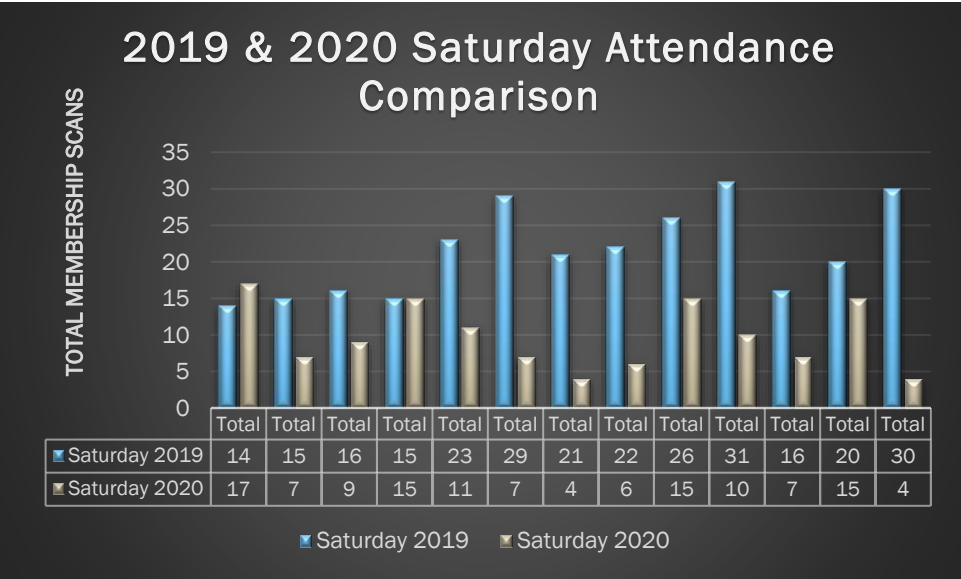


Fridays prove to be the more popular day for weekend activity in a comparison drawn from 2019



Saturday activities include lap swim, open swim along with weight room and cardio equipment access

FACILITY USE REPORT



OPERATING HOURS AND AQUATIC ACTIVITY

Current Saturday Schedule

- 10:00AM-2:30PM
 - Staff begin @ 9:45AM
 - Doors open @ 10:00AM
 - Lap Swim begins @ 11:00AM-12:30PM
 - Open Swim begins @ 1:00PM-2:00PM
 - Saturday lap swims are not as popular as weekday lunch time lap swims
 - Friday evening open swim proves to be the more popular weekend option

Future Options & Other Creative Offerings

- Earlier opening
 - Extending hours to allow for earlier start
 - Moving block of hours to earlier start and close
 - Swim Team meets typically begin at 9:00AM on Saturdays
- Saturday morning instruction (Need community support to facilitate)
 - Fitness classes
 - Swim lessons
 - Tot Swim with Music
- Open swim
 - Increase promotions
 - Allow for earlier open swim
 - Allow for evening open swim
 - Extend Friday night open swim and cancel Saturday
- Customer Day, Members Bring a Friend, Open Gym, Racquetball/Pickleball Club

MOVING FORWARD

Do we aspire to facilitate another Community Needs Assessment? The last time P&R engaged the community at that level was in 2015.

Given our resources how do we cast the biggest net to create the largest impact?

WRANGELL PARKS & RECREATION ADVISORY BOARD
 REGULAR MEETING DECEMBER 9TH, 2020
 5:30 P.M. ZOOM MEETING
 MINUTES

CALL TO ORDER: Haig called the meeting to order at 5:30 PM.

ROLL CALL:

Present: Joan Sargent, Jeannie Arnold, Haig Demerjian, Cindy Martin,
 Staff: Lucy and Kate.

AMENDMENT TO AGENDA: None

APPROVAL OF MINUTES:

- A. Parks & Recreation Advisory Board meeting minutes attached from November 11th, 2020. There were no amendments to the minutes. Jeanie Arnold made a motion to approve the minutes as presented, Joan Sargent 2nd the motion. All in favor.

CORRESPONDENCE: Kate received e-mails from stay-at-home parents looking for activities.

PERSON'S TO BE HEARD: None

BOARD MEMBER REPORTS:

- A. Haig referred to the 501C3 item.
- B. Joan referenced the December 8th, Corona, city meeting outcome.
- C. Cindy gave kudos to the staff for a successful, virtual talent show in the spring. She suggested a Cabin Fever winter version, i.e. poetry, radio plays, music, artwork and photos depicting winter activities. Not necessarily a contest.

DIRECTORS REPORT: (oral report was provided) Revenue collections are down due to Corona. Memberships and punch cards are being extended due to intermittent closure. Festive lights are brightening up many P & R sites. The basketball court, trees in the parks, and Angerman's Playground are other possibilities. The City Assembly removed the mask mandate, lacking strong backing from officials. Further mitigation measures could result in lesser #'s at the weight room and no group activity. Kate echoes Joan's desire for a risk matrix, based on local and external statistics. Kate's leadership style is front-loading rationale, vs. reactionary measures with patrons. Candy Cane Hunt, Illuminated Trails, hot dog roasts, "Parent & Me" swim classes are potential activities.

Runner and parent, Jason Rooney, is a potential board member candidate. Kate met with Kay Jabusch re: establishment of 501 C3. The Nolan Center and the library utilize them. Would an umbrella City 501 C3 covering multiple departments be advantageous? Cindy depicted several aspects of migration of an advisory board to a 501 C3. Due to desired receipt of funds, financial accountability increases, some 501C3s have insurance policies for members, because fiscal accountability increases. By-laws and officers are required. Perhaps, an accountant. Joan asked if funding to 501 C3, would reduce standard City funding.

Many applied for the light maintenance position. Pool temperature is 69-70 degrees. Alaska has not funded a grant administrator for the Water Conservation Fund. Request for additional money is on hold. Grant Performance Period ends 2021.

MAINTENANCE REPORT: The domestic water heater replacement is going well.

UNFINISHED BUSINESS:

- A. Revision of the P&R Mission Statement and Core Values
 - a. Haig thanked Joan for her draft efforts.
 - b. Draft 1 reflects current language; Draft 2 holds the proposed revisions.
 - c. Overview of purpose and intent behind mission and vision statements, along with core values-was provided by Joan Sargent.
 - d. Discussion was had among board members regarding the proposed structure.
 - i. Remove “wilderness” in Mission Statement
 - ii. Maintain “integrity”, strike “transparency”.
 - iii. Remove creating “creating fun” as a core value.

PURPOSE OF MISSION STATEMENTS

A mission statement describes an organization’s overall purpose, including defining its key measures of success. A mission statement's target audience is primarily internal: the organization's employees, leadership, even its stockholders. When organizations create mission statements, they take into account the products and services they offer, as well as the company’s image, values and priorities. The focus is on how the organization should be operating, and it serves as a very general blueprint for employees to follow. If the mission statement says customer satisfaction is paramount, for example, then that's what employees should see as their top priority.

PURPOSE OF VISION STATEMENTS A vision statement outlines the organization’s key values and lays out where the organization intends to go over time. It's designed to provide inspiration and focus to employees, as well as give customers a sense of what the organization believes in. A vision statement can include things that are not true now but that the organization is striving to make true. For example, a vision statement may say that a company has a goal of becoming the largest player in its industry, even if it is not so now.

PURPOSE OF CORE VALUES Core values are traits or qualities that are not just worthwhile, they represent an individual's or an organization's highest priorities, deeply held beliefs, and core, fundamental driving forces. Your core values are fundamental to attracting and retaining the best, most contributing employees. Core values define what your organization believes and how you want your organization resonating with and appealing to employees and the external world. The core values should be so integrated with your employees and their belief systems and actions that clients, customers, and vendors see the values in action.

PROPOSED REVISIONS FROM THE CURRENT MISSION STATEMENT AND CORE VALUES

ORIGINAL MISSION STATEMENT

Wrangell Parks and Recreation’s mission is to support active lifestyles through a variety of health, wellness and wilderness opportunities.

PROPOSED AND FINAL APPROVED MISSION STATEMENT

Wrangell Parks and Recreation Department's mission is to support active and healthy lifestyles by providing a variety of quality programs, activities, facilities, and parks.

PROPOSED AND FINAL APPROVED CORE VALUES

BUILD RELATIONSHIPS

Building joyful relationships with a diversity of patrons and strengthening our network with other organizations enhances our success.

INTEGRITY or TRANSPARENCY

We become stronger by sharing information and experiences, reflecting on our successes and failures in our decision making.

INNOVATION or EMBRACE CHANGE

We enthusiastically consider and develop new ideas and programs. We face challenges and crisis with positive resolve, supporting each other and the community of Wrangell at large.

SUSTAINABILITY or STEWARDSHIP

We work diligently to maintain our programing, facilities, customer service and affordability.

VALUE COMMUNITY or DIVERSITY

We develop programs that embrace all in our community and offer opportunities for people of different physical, social and cultural backgrounds. (Embraces and enriches individual differences)

EDUCATE

We commit to seek knowledge on current trends and to teach the community the importance of healthy living.

ACTION ITEM: Jeanie Arnold made a motion to accept Mission Statement and Core Values as discussed. Joan Sargent 2nd. Motion Passed.

A final copy of the Mission Statement and Core Values will be attached to the Minutes. What is reflected here are the proposed changes. Several modifications were made to the proposal.

NEW BUSINESS

- A. Officers of the Board Appointments
 - a. Motion made to appoint Haig as Chair. Joan/Jeannie. Passed
 - b. Motion made to appoint Jeannie as Vice Chair. Joan/Cindy. Passed.
 - c. Motion made to appoint Cindy as Secretary. Joan/Jeannie. Passed.

ADJOURNED: 7:30

NEXT MEETING: January 6, 2021

AGENDA ITEM: Staff Handbook

WORKSHOP: Possibly January or February

Wrangell Swimming Pool and Recreation Center Schedule-2019-2020

Facility Hours of Operation

Monday - Thursday: 6:00 a.m. - 1:30 p.m. and 3:30 p.m. - 7:30 p.m.
Friday 6:00 a.m. - 1:30 p.m. and 3:30 p.m. - 8:30 p.m.
Saturday 10:00 a.m. - 2:30 p.m.

Cardio Equipment, Weight Room, Raquetball and Showers are available during these times. Scheduled pool activities are listed below.

Daily User Rates

Children 0 Months to 4 Years	\$	2.00
Children 5 Years to 17 Years	\$	3.00
Adults 18 Years to 64 Years	\$	5.00
Seniors 65 Years and Older	\$	3.00
Families: Parents and Their Children, 17 Years and Under	\$	12.00

Item a.

POOL ACTIVITY SCHEDULE

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6:00 a.m.	Lap Swim		Lap Swim		Lap Swim		
7:00 a.m.	(6:00am-7:30am)		(6:00am-7:30am)		(6:00am-7:30am)		
7:30 a.m.							
8:00 a.m.							
8:30 a.m.	Arthritis Class		Arthritis Class		Arthritis Class		
9:00 a.m.	(8:30am-9:30am)		(8:30am-9:30am)		(8:30am-9:30am)		
9:30 a.m.							
10:00 a.m.	Aerobics Class		Aerobics Class		Aerobics Class		
10:30 a.m.	(10:00am-11:00am)		(10:00am-11:00am)		(10:00am-11:00am)		
11:00 a.m.							
11:30 a.m.	Lap/ Tot Swim	Lap/ Tot Swim	Lap/ Tot Swim	Lap/ Tot Swim	Lap/ Tot Swim	Lap/ Tot Swim	
12:00 p.m.	(11:30am-1:00pm)	(11:30am-1:00pm)	(11:30am-1:00pm)	(11:30am-1:00pm)	(11:30am-1:00pm)	(11:00am-12:30pm)	
12:30 p.m.							
1:00 p.m.	P&R is closed daily from: 1:30PM-3:30PM					Open Swim	
2:00 p.m.						(1:00pm-2:00pm)	
3:00 p.m.							
4:00 p.m.	Swim Club	Swim Club	Swim Club	Swim Club	Swim Club		
5:00 p.m.	(3:15pm-5:15pm)	(3:15pm-5:15pm)	(3:15pm-5:15pm)	(3:15pm-5:15pm)	(3:15pm-5:15pm)		
5:30 p.m.	Open Swim	Lap/ Tot Swim	Open Swim	Lap/ Tot Swim			
6:00 p.m.	(5:30pm-7:00pm)	(5:15pm-6:15pm)	(5:30pm-7:00pm)	(5:15pm-6:15pm)			
6:30 p.m.		Staff In-Service			Open Swim		
7:00 p.m.		(6:15pm-7:15pm)			(6:30pm-8:00pm)		
8:00 p.m.							

Closed on Sunday

Lap/ Tot swim: Lap lanes are available for lap swim and water walking/exercising. Circle swimming may be enforced during busy times. Parents and Tots are welcome.

Open Swim: Opens Swim is open to all ages. No lap lanes available. Friday night's Open Swim will include the Nessie Float in the shallow water.

Swim Lessons: The pool is open to individuals in swimming lessons only. No other swimming activity will take place.

Master Swimmers: The pool is open to United States Masters Swimming Club members. The coached workouts are hosted during the evening lap swim.

WHS/WSC: The pool is open to the private swim group "Wrangell Swim Club" and " High School" only. No other swimming will take place.

Programs: The pool is reserved for the local district programming. No other pool activities will take place.

Adult Swim Lessons: An Adult Learn to Swim Instructor is present to instruct swim lessons for adults. Walk in's welcome. The lessons are hosted during the evening lap swim.